

DC/area
OLC #78-2832

27 July 1978

MEMORANDUM FOR: See Distribution

SUBJECT : Nominations for Midcareer Course
Numbers 63 and 64

1. The Executive Career Service has been awarded one slot in each running of the Midcareer Course as follows:

Course No. 63 17 September - 20 October 1978

Course No. 64 12 November - 15 December 1978

Opening sessions of the two courses will be held on 13 September and 8 November, respectively.

2. As reflected in the OTR Catalog, the Midcareer Course is geared primarily for officers in grades GS-12 - GS-13 who have had five or more years of Agency experience. However, exceptions will be made in instances where the enrollment of a GS-14, with not less than five nor more than fifteen years of Agency service, will be of benefit to a sponsoring component. In line with the goals of the Agency's Affirmative Action Plan, we urge you to nominate qualified women and members of minority groups.

3. If your office has a member of the E Career Service you desire to nominate, please submit the nomination to the AO/DCI no later than 4 August 1978. In the event that more than one nominee is received for each course, the E Career Service Board will nominate a principal and alternate from those candidates submitted.

STAT


Administrative Officer, DCI

Distribution:

Legislative Counsel
General Counsel
Inspector General
Comptroller
Audit Staff

Collection Tasking Staff
Executive Secretary
EEO
A/DCI/PA

MORI/CDF

ROUTING AND RECORD SHEET

OLC-78-2832

SUBJECT: (Optional)
STAT

Midcareer Course #'s 63 & 64

FROM:

EXTENSION

NO.

Administrative Officer, DCI

DATE

27 July 1978

STAT

TO: (Officer designation, room number, and building)

STAT

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. OLC
ATTN:

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.